

Association of Pennsylvania Public Library Systems (APPLS)  
Business Meeting, Schlow Centre Region Library  
Friday, March 29, 2019

Systems Represented: Marilyn Jenkins, Allegheny County; Amy Resh, Berks County;; Katie Martin, Blair County; Lee Chisum-Chalfee, Bradford County; Denise Sticha, Centre County; Agatha Lyons, Chester County; Carolyn Blatchley, Cumberland County; Catherine Bittle, Delaware County Darlene Marshall, Jefferson County; Sandra Collins, Lawrence County; Michelle Hawk, Lebanon County; Karla Trout, Lancaster County; Richard Miller; Luzerne County; Leslie Wishard , Potter-Tioga Counties; Cheryl Morgan, Somerset County; Jessica Miller, Washington County.

Call to Order: President Leslie Wishard called the meeting to order at 1:58. She thanked Darlene for organizing the day's workshop and to Schlow Library for hosting.

Minutes: Cathy Bittle moved and Cheryl Morgan seconded a motion to approve the minutes of the September 16, 2018 meeting. Motion was approved.

Treasurer's Report: Cathy Bittle reviewed the financial provided by ALCA posted on the wiki. Our current cash balance is \$ 38,358. With the exception of interest, we have had no activity in the account in 2019. Rick Miller moved to accept the report; Karla Trout seconded. Motion approved.

Old Business:

Executive Secretary search: Denise Sticha indicated that she has made no progress in reviewing the job description or posting the advertisement; however, there are a number of people who have expressed interest. Discussion ensued to review the job description and position ad to include language stating that library experience is preferred and familiarity with the work of federated county library systems a plus. Denise will try to get something released by the end of April. Sandra Collins and Michelle Hawk agreed to help review applicants and help interview. Darlene Marshall offered to mentor the new person once hired.

Public Library Division Breakfast: Assuming that APPLS will continue to support the PLD Breakfast at the PaLA Conference, Rick and Darlene offered to create a "fact sheet" or some other informational piece that would explain what APPLS is and does for the tables.

New Business:

2019 Budget – Cathy presented the proposed budget for 2019. It was noted that the budget as presented was a deficit budget by \$ 1920. Discussion ensued about 2019 dues. At the September meeting, Denise convened a Task Force to review the current dues structure. No one present was clear about how the current dues structure evolved. Cathy suggested that it appears that the structure was tiered to reflect system operating expenses, but didn't seem to take into account whether the system as solely an administrative unit or also served as a library. A comment by Task Force member Joe Sherwood questioned what the amount of operating expenses had to do with the value or benefit a system received from APPLS membership. Cathy, as chair will reconvene the committee will hope to

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prepare a report for the next meeting. Serving on the Task Force are Cathy Bittle, chair, Marilyn Jenkins, Joe Sherwood and Karla Trout.

The budget included revenue from dues at the 2018 level. The consensus of the members was that 2019 dues would be the same as 2018, but a new dues structure should be in place for the 2020 dues. Karla Trout moved to leave dues at the 2018 level; Darlene Marshall seconded. Marilyn Jenkins abstained. Motion carried. ACLA will send out invoices.

Denise noted that the proposed budget projected \$4000 for the Executive Secretary and it seems unlikely that we can get the position filled before the end of June. By reducing line account 72400 – Contracted Services from \$4000 to \$2000, we can eliminate the deficit. She made a motion to amend the budget to reduce contracted services to \$2000. Karla Trout seconded. Marilyn Jenkins abstained. Motion carried and the 2019 budget passed as amended.

Marilyn asked anyone who has older APPLS files to please send to her at ACLA. She is trying to organize and review.

PaLA Conference: The 2019 budget included under account # 83040 Other Program, \$4000 for PaLA support. After some discussion Darlene Marshal moved to keep the program expense support to PaLA the same as 2018 - \$3000 to underwrite the PLD Breakfast and \$1000 for general operating expenses. Amy Resh seconded. Motion carried.

Other discussion involved PaLA institutional memberships and how many System are institutional members, and encouraging systems to contribute to PA Forward as desired as APPLS will no longer be contributing dues to PA Forward. We also discussed the possibility of APPLS having representation on the PaLA Legislative Committee; Karla Trout offered to make the request.

We also talked about future workshop possibilities and whether we wanted to do a salary survey as discussed in the past.

Leslie Wishard will appoint a Nominating Committee at the next meeting and encouraged members to consider serving on either the committee or as an officer.

The next meeting will be held in conjunction with the May DLC meeting. The group desired a dinner meeting following the Thursday, May 2nd program. Denise Sticha will scout out State College dining options.

Cathy Bittle moved to adjourn; Jessica Miller seconded. Meeting adjourned at 3:05.